City of Encinitas
FY 2018-19 Consolidated Annual
Performance and Evaluation Report

Development Services Department
505 S. Vulcan Avenue
Encinitas, CA 92024

Approved by the City Council: September 18, 2019

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**The City of Encinitas
FY 2017-18 CAPER**

Approved by the City Council: September 18, 2019

DRAFT FY 2018-19 CONSOLIDATED ANNUAL ACTION PERFORMANCE AND EVALUATION REPORT (CAPER)

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

During the program year, the City has made progress in meeting the Strategic Plan goals of the FY 2015-20 Consolidated Plan and FY 2018-19 Action Plan.

The City funded six public services (Catholic Charities, CRC Homeless Prevention, Interfaith Bridge Housing, Interfaith Shelter Network, Meals on Wheels, San Dieguito Alliance), one facility improvement project (Quality Children's Services), and fair housing services resulting in assistance to 1,876 Encinitas residents. These activities align with the following Strategic Plan Goals: to support the provision of homeless services and prevention; and to support and strengthen the delivery and coordination of service providers that offer assistance to Encinitas low to moderate income residents with an emphasis on at-risk youth and seniors.

A total of four low-income homeowners were assisted through the Residential Rehabilitation Program during the program year resulting in an overall total of 1,880 Encinitas residents assisted. There are currently three projects underway and are expected to be completed in FY 2019-20. These activities support the Strategic Plan Goal of providing housing assistance to low-income renters and homeowners.

During FY 2018-19, one facility improvement project (Quality Children's Services) was approved for a social service/homeless service agency. The project was not completed during FY 2018-19 but is expected to be completed during FY 2019-20. This activity aligns with the Strategic Plan Goal of supporting improvements to facilities that provide services to Encinitas low to moderate income residents, such as seniors, youth, children, homeless, and victims of domestic violence. Accomplishments will be reported in the FY 2019-20 CAPER.

One prior-year capital improvement project was completed in FY 2018-19 (FY 2017-18, Cardiff ADA Accessibility Project). This project supports the Strategic Plan Goal of enhancing the livability and quality of life of low and moderate income neighborhoods.

Additionally, $107,905 in general funds was granted to a local service agency for Housing Navigation services as well as landlord incentives and move-in support. During the fiscal year, the project successfully placed 34 former homeless households into permanent housing. On June 19, 2019 the Encinitas City Council voted to continue funding the program at $118,700 with general funds for a fourth year. This project supports the Strategic Plan Goal of supporting the provision of homeless services, prevention, and shelter.

Finally, the Section 8 Housing Choice Voucher Rental Assistance Program assisted an average of 96 households during FY 2018-19, with total

Housing Assistance Payments at $1,030,758. This program supports the Strategic Plan Goal of providing housing assistance to low-income renters and homeowners.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic 5 Year-Plan	Percent Complete	Expected – Program Year	Actual – FY 2018-19 Program Year	Percent Complete
Assistance to low-income renters and homeowners	Affordable Housing	CDBG: $0	Rental units rehabilitated	Household Housing Unit	5	0	0.00%	0	0	0.00%
Assistance to low-income renters and homeowners	Affordable Housing (Res Rehab)	CDBG: $188,505	Homeowner Housing Rehabilitated	Household Housing Unit	5	12	240%	3	4	133.33%
Enhance livability and quality of life	Non-Housing Community Development	CDBG: $0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	0%	0	0	0.00%
Enhance livability and quality of life	Non-Housing Community Development	CDBG: $0	Other	Other	5	2	40.00%	0	0	00.00%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic 5 Year-Plan	Percent Complete	Expected – Program Year	Actual – FY 2018-19 Program Year	Percent Complete
Fair Housing	Non-Homeless Special Needs (Legal Aid)	CDBG: $16,500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	107	71.33%	20	48	240.00%
Homeless Services, Prevention, and Shelter	Homeless Non-Homeless Special Needs (Interfaith/La Posada)	CDBG: $13,414	Homeless Person Overnight Shelter	Persons Assisted	50	81	162.00%	30	43	143.33%
Homeless Services, Prevention, and Shelter	Homeless Non-Homeless Special Needs (Interfaith/ CRC)	CDBG: $20,114	Homelessness Prevention	Persons Assisted	5,000	5,943	118.86%	820	1,708	208.29%
New Affordable Housing Units	Affordable Housing	CDBG: $0	Rental units constructed	Household Housing Unit	30	0	0.00%	0	0	0%
Planning and Administration	Planning and Administration	CDBG: $50,090	Other	Other	n/a	n/a	n/a	n/a	n/a	n/a

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic 5 Year- Plan	Percent Complete	Expected – Program Year	Actual – FY 2018-19 Program Year	Percent Complete
Support services to low to moderate residents	Non-Homeless Special Needs (Meals on Wheels/ SDA)	CDBG: $16,414	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	400	333	83.25%	77	77	100.00%
Support facility improvements	Non-Housing Community Development (QCS)	CDBG: $28,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	74	0.00	25	0	00.0%
Support facility improvements	Non-Housing Community Development	CDBG: $0	Other	Other	4	4	100.00%	0	0	00.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

As defined by the City's Consolidated Plan, the highest priorities are:

• Homeless services, prevention and shelter
• Low-income renters and homeowners assistance
• Seniors housing and services
• Fair housing

- Affordable Housing
- Planning and Administration

During FY 2018-19, a total of $66,590 in CDBG funds was allocated and expended for Planning and Administration (including $16,500.00 for Fair Housing Services), $33,528 was allocated and expended for homeless services, and $9,707 was allocated and expended for senior services. $188,505 was allocated to the Residential Rehabilitation Program (low-income homeowners and renters assistance). Additionally, three Residential Rehabilitation projects are currently underway. No funding was directed towards affordable housing activities. A total of $1,030,758 in Section 8 Housing Assistance payments were made to assist approximately 96 households.

As defined by the City's Consolidated Plan, the medium-level priorities are:

- Youth Services
- Public Facilities
- Public Improvements

During FY 2018-19, a total of $6,707 in CDBG funds was allocated and expended for youth services and $28,000 was allocated for a facility improvement project.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

All Program Clients	CDBG
White	7,242
Black or African American	646
Asian	169
American Indian or American Native	120
Native Hawaiian or Other Pacific Islander	65
Other & Multi-Racial*	1,254
Total	**9,496**
Hispanic	2,227
Not Hispanic	7,269

Table 2 – Table of assistance to racial and ethnic populations
*Other & Multi-Racial Category not available in IDIS CAPER Template

Narrative

A total of 9,496 individuals/households were assisted with CDBG funded projects during FY 2018-19. Of the total assisted households, approximately 76 percent were White, six (6) percent were Black, one (1) percent were Asian, and 13 percent was Other/Multi-racial. Approximately 23 percent of the total assisted households were Hispanic.

Encinitas Only	CDBG
White	1,360
Black or African American	48
Asian	17
American Indian or American Native	38
Native Hawaiian or Other Pacific Islander	14
Other & Multi-Racial	399
Total	**1,876**
Hispanic	503
Not Hispanic	1,373

Of the total assisted households, 1,876 were Encinitas residents, of which, approximately 72 percent were White, two (2) percent were Black, one (1) percent were Asian, and 21 percent were Other/Multi-racial. Approximately 26 percent of the assisted were Hispanic.

According to current ACS estimates, 91.3 percent of Encinitas residents are white, and 6.7 percent are Asian, 1.0 percent is Black, 2.5 percent are Other, 0.7 percent is Native American, and 0.1 percent are Native Hawaiian or Pacific Islander. Of the total population in Encinitas, 12.6 percent are Hispanic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	HUD	$333,037	$120,521.07

Table 3 – Resources Made Available

Narrative

A total of $333,037 was available during the year for CDBG activities. $332,949 was the annual entitlement, and $88 was reallocated from prior year activities. For FY 2018-19, a total of $120,521.07 was expended.

Prior year funds spent during FY 2018-19 includes $7,308.72 for the FY 2017-18 Cardiff ADA Accessibility Project and $61,167 for the Residential Rehabilitation Program. A total of $68,475.72 in FY 2017-18 funds.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Old Encinitas	0%	0%	

Table 4 – Identify the geographic distribution and location of investments

Narrative

No projects were completed in this area during FY 2018-19.

Census Tract 175.02 is located in the Community of Old Encinitas and is bounded by Santa Fe Drive to the south, Encinitas Boulevard to the north, west by Interstate 5 and on the eastern side by Balour Dr. As 2008-2012 ACS data shows, renters in this area account for 58 percent of all occupied units with approximately 670 rental households in the area, compared with the overall City percentage of renters at 35 percent. According to 2008-2012 ACS, median rent was $1,573, with two-bedroom units being the largest (56 percent) size of rental units. Additionally, renters in this area are severely cost burdened, with 59 percent of households paying more than 50 percent of their income towards rent (2008-2012 ACS).

Census Tract 175.02 is a primarily residential neighborhood, with a commercial corridor along Santa Fe Drive and Encinitas Blvd. Several public schools are located within the area, including San Dieguito High School Academy, Sunset High School, Oak Crest Junior High School, and Ocean Knoll Elementary School. Additionally, the Santa Fe Drive project has been identified as a compliance measure within the City's ADA Self-Evaluation and Transition Plan.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The CDBG program does not have a match requirement. However, funds were leveraged for most of the CDBG funded projects and programs. Approximately $2,872,170 was leveraged for CDBG projects and activities during FY 2018-19 (Catholic Charities, Community Resource Center, Interfaith Bridge Housing, Interfaith Shelter, Meals on Wheels, San Dieguito), an average of $478,695 per project. The leveraged funds are from a combination of public and private sources.

Additionally, any costs related to the administration of the CDBG Program, in excess of the amount provided through the CDBG grant are covered by the approved Development Services Department operational budget.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

The need for affordable housing for Encinitas' low to moderate income residents is great, and far exceeds the resources to meet that need. Household incomes have not kept pace with the rising cost of housing. Encinitas is a high cost community with median home prices well above county, state and national averages. According to Core Logic sales data, the median home sales price for the County of San Diego was $575,000 in June 2018. During the same time, the City of Encinitas had a median home sales price at $1,020,000. Due to the City's desirable location and limited land supply, land is expensive, which makes the development of affordable housing costly. In sum, despite cooperation from the community and City, with limited resources and the high cost of housing and service provisions, the dollars available to address needs are small relative to overall needs. While CDBG may be used to leverage affordable housing development, it is not a sufficient tool to solve the complex issue of providing affordable housing. However, the City of Encinitas does have the following resources for the creation and maintenance of affordable housing.

Housing Element.

The 2013-2021 Housing Element was approved by the City Council in 2019 and is pending Coastal Commission Approval. The Housing Element Update establishes new multi-family zoning and contains policies and programs to assist vulnerable populations. The City of Encinitas adopted an Emergency Shelter Ordinance during FY 2018-19 and will be considered by the Coastal Commission in FY 2019-20. Additionally, during FY 2019-20 staff began working on ordinance amendments for special housing types (supportive, tranditional, employee, and single-room occupancy housing). It is anticipated that these amendments will be considered by the City Council in late 2019, and possibly considered by the Coastal Commission in early 2020.

Density Bonus State Law. The City of Encinitas continues to revise its Density Bonus regulations to be in compliance with State law. The most recent revision was in 2018. The Density Bonus State law provides new affordable rental and for-sale housing through the development of new residential projects, when the developer seeks an increase in density above what the property's underlying zoning would allow. 4 new affordable units were constructed during FY 2018-19. Additionally, several affordable units (as part of density bonus projects) are in the planning stages and are expected to be completed in FY 2019/20.

Affordable Unit Policy. The City of Encinitas offers an amnesty program for homeowners of accessory units that were created without building permits. Once the unit has been authorized through the application process, a covenant is placed on the property reserving the unit as a low-income rental. The City has seen approximately 34 affordable units created through this program, and it is anticipated to continue with the direction and support of the City Council. Additionally, no units were authorized through the City's Affordable Unit Policy during FY 2018-19, nor are currently in the process of completing the building permit process. The City is also in the process of updating regulations to allow more flexibility to property owners to legalize second units.

Local Inclusionary Housing Policy. The City of Encinitas' Inclusionary Ordinance requires that developers

provide 10 percent of new housing construction (over 10 units) for very-low income households or pay an in-lieu fee. The affordable units can be offered as a rental or homeownership opportunity and are restricted in perpetuity. Revisions to the Inclusionary Ordinance were made in June 2018, including increasing the affordability requirement to 15% and lowering the development threshold from ten to seven units. Feasibility studies are being conducted to determine if the percentage can be increased.

HOME Program. The County of San Diego, as the lead agency in the HOME Consortium, offers a Down payment and Assistance Program for low-income first-time homebuyers. The program provides simple interest loans, up to $70,000 to qualified households. The program has home value restrictions (currently $437,000), which is typically lower than market prices in Encinitas, making it a challenge for eligible homebuyers to find a home. However, eligible Encinitas Households are encouraged to participate in this program.

The County of San Diego also offers two types of HOME tenant-based rental assistance programs; a family reunification program and emancipated foster youth program. The City of Encinitas will coordinate with local social service providers to ensure that whenever possible, these regional housing resources are made available to eligible Encinitas households.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
Total	**0**	**0**

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	3	4
Number of households supported through the acquisition of existing units	0	0
Total	**3**	**4**

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Due to the limited CDBG annual resources, lack of direct HOME funding, and very high land costs, the City did not include the production of new affordable housing in its Consolidated Plan or Annual Action Plan. Although, whenever possible, CDBG will be utilized to leverage funding for eligible new affordable

housing construction or acquisition and rehabilitation projects. The City of Encinitas does have local affordable housing funds and such funds may be combined as a leveraging tool for new housing development.

The 2013-2021 Housing Element was approved by the City Council in 2019 and is pending Coastal Commission Approval. The Housing Element Update establishes new multi-family zoning and contains policies and programs to assist vulnerable populations. The State of California Housing and Community Development Department utilizes zoning as a proxy for affordability. Therefore, in order for the City to demonstrate that they have the planned capacity to accommodate the RHNA allocation in the extremely low- to low-income categories, (development that may typically be more affordable); specific sites must be identified at a density of 30 units per acre. The State does not require jurisdictions to build the number of units identified through the RHNA process.

Extremely Low Income and Very Low	Low Income	Moderate	Above Moderate	Total
587	446	413	907	2,353

Discuss how these outcomes will impact future annual action plans.

Should the Housing Element be successfully approved, the underlying zoning will become available for more affordable housing types.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual (Encinitas Only)	HOME Actual
Extremely Low-income	1784	0
Very Low-income	62	0
Low-income	19	0
Other	11	0
Total	1,876	0

Table 7 – Number of Persons Served

Narrative Information

During FY 2018-19, 9,213 low income households were assisted with CDBG funded public service programs and fair housing services. Roughly 78 percent were in the extremely low-income category. Of the total assisted low income households, 1,865 were Encinitas residents, of which, approximately 95 were extremely low income.

The Residential Rehabilitation Program assisted four low income homeowners during the program year.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

During FY 2018-19, the Encinitas City Council awarded $107,905 to a local homeless service agency to implement *Opening Doors – Ending Homelessness in Encinitas*. General funds were granted to the service agency for Housing Navigation services as well as landlord incentives and move-in support. During the fiscal year, the project successfully placed 34 former homeless households into permanent housing. On June 19, 2019 the Encinitas City Council voted to continue funding the program at $118,700 with general funds for a fourth year. This project supports the Strategic Plan Goal of supporting the provision of homeless services, prevention, and shelter.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Encinitas does not have an emergency or transitional shelter. However, CDBG funds were allocated in FY 2018-19 to an emergency shelter for men in the neighboring City of Carlsbad to provide Encinitas homeless shelter and services. Additionally, the City of Encinitas adopted an Emergency Shelter Ordinance in FY 2018-19, and will be considering a Supportive and Transitional Housing Ordinance in FY 2019-20.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Encinitas does not receive HOME funding or Emergency Shelter Grant funding.

During FY 2018-19 a total of $33,528 in CDBG funds was awarded to homeless programs and services. These funds went to support programs to aid in the prevention and elimination of homelessness. The Community Resource Center's Homeless Prevention and Intervention Program includes case management, food assistance, employment preparation, motel vouchers, and emergency shelter support. An additional $32,000 was awarded in FY 2017-18 for a facility improvement project to support the Community Resource Center that is set to be completed in FY 2019-20.

Additionally, $107,905 was awarded from the General Fund to support *Opening Doors,* a program aimed at ending homelessness.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals

and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Encinitas does not receive HOME funding or Emergency Shelter Grant funding.

During FY 2018-19 a total of $33,528 in CDBG funds was awarded to homeless programs and services. These funds went to support programs to aid in the prevention and elimination of homelessness. The Community Resource Center's Homeless Prevention and Intervention Program includes case management, food assistance, employment preparation, motel vouchers, and emergency shelter support. An additional $32,000 was awarded in FY 2017-18 for a facility improvement project to support the Community Resource Center that is set to be completed in FY 2019-20.

Additionally, $107,905 was awarded from the General Fund to support *Opening Doors,* a program aimed at ending homelessness.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City of Encinitas has a Public Housing Authority (PHA). The Encinitas PHA administers the Section 8 Housing Choice Voucher Program, and does not have any public housing.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

This does not apply as the City of Encinitas does not have Public Housing.

Actions taken to provide assistance to troubled PHAs

The City of Encinitas Housing Authority is not a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

As discussed in this report, the City's Housing Element was approved by the City Council in 2019 and is pending Coastal Commission Approval. The Housing Element Update establishes new multi-family zoning and contains policies and programs to assist vulnerable populations. The City of Encinitas adopted an Emergency Shelter Ordinance during FY 2018-19 and will be considered by the Coastal Commission in FY 2019-20. Additionally, during FY 2019-20 staff began working on ordinance amendments for special housing types (supportive, tranditional, employee, and single-room occupancy housing). It is anticipated that these amendments will be considered by the City Council in late 2019, and possibly considered by the Coastal Commission in early 2020.

Additionally, the Encinitas City Council took action during FY 2017-18 to continue the Affordable Unit Policy (AUP). The AUP offers amnesty for homeowners of accessory units that were created without building permits. Once the unit has been authorized through the application process, a covenant is placed on the property reserving the unit as a low-income rental. The City has seen approximately 34 affordable units created through this program. No units were authorized through the City's Affordable Unit Policy during FY 2018-19.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City participates in a regional Analysis of Impediments to Fair Housing Choice (AI). The impediments identified as part of the AI are obstacles the City must overcome to provide for its residents. The City has reported progress towards the impediments addressed in the FY 2015 AI in the attached Fair Housing Progress Report.

The CBDG program limits 15 percent of annual funding to public services, the City was not able to fully fund all project requests during FY 2018-19. The City will work with the service agencies to ensure that the program specific goals will be met and assist the groups in identifying additional funding opportunities as available and appropriate.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

HUD requires that all CDBG and HOME funded activities be in compliance with HUD's regulations regarding lead-based paint. In accordance with program requirements, the City of Encinitas' Residential Rehabilitation Program requires that each home assisted and built prior to 1978 must undergo lead based paint testing. If deteriorated lead-based paint surfaces are found, it must be stabilized during the rehabilitation of the property. Abatement must be performed by a certified lead-based paint professional with a certified lead-based paint assessor issuing a Clearance Inspection prior to the issuance of the Notice of Completion.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Based on 2016 ACS data, approximately 7.4 percent of Encinitas residents are living at or below the federal poverty level. All communities share the goal of eradicating poverty, however, accomplishing the challenge of ending poverty is great, and involves many social, economic and institutional factors. Unfortunately many of these issues are outside of the City's reach; however, the City can utilize the resources and tools available to assist those residents living at or below the poverty level.

The County administers the CAL WORKS Program, which is designed to move welfare recipients from dependency to self-sufficiency through employment. Job related education and training are provided through the County and the Community College Districts.

The City has outlined a five-point strategy for improving the quality of life for low-income households and neighborhoods. These points include:

Rental assistance and affordable housing. The Housing Authority provides rental assistance to approximately 96 households through Section 8 Housing Choice Vouchers.

Adult education. Mira Costa College and Adult School provides low-cost education, including night and online classes for working adults. The college offers academic degrees and certifications in many fields, which can enable graduates to find new careers and better job opportunities.

Job training and employment preparation. The County's Regional Occupational Program provides job training in specialized and technical vocations. The San Diego Workforce Partnership offers free job training and job placement programs through dozens of organizations countywide. The City of Encinitas supports the Community Resource Center in Encinitas, which includes employment preparation through their Homeless Prevention and Intervention Services programs.

Health and human services. The County of San Diego funds various non-profit organizations and provides health care and social services, including North County Health Services. This agency operates a clinic in Encinitas that provides health care for impoverished people, as well as a maternity healthcare clinic. The City of Encinitas will also continue to support organizations that offer health and social services to Encinitas low-income residents, such as drug abuse counseling and food programs.

Childcare. Encinitas has several low-cost childcare centers, as well as many small and large family day care homes. Quality Children's Services operates a preschool program in Encinitas. Additionally, two Head Start centers for children under five years of age operate in Encinitas.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The CDBG program is managed by the Advanced Planning and Housing section within the Development Services Department. The Advanced Planning and Housing section is responsible for coordinating efforts with the San Diego HOME consortium and monitoring of existing HOME programs. The Advanced Planning and Housing section also monitors all of the deed restricted units within the City and works very closely with property managers and developers to ensure that compliance with affordability restrictions is maintained.

The Development Services Department offers the opportunity to meet with City Staff to help citizens become more familiar with the City regulations, policies, programs and process, prior to application submittal for a development project. These meetings are referred to as Staff Advisory Committee

meetings, and are provided free of charge. Developers of housing with affordability requirements are provided with all of the necessary information and technical assistance prior to application submittal.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Encinitas, in coordination with its Fair Housing service provider, Legal Aid Society, held two public workshops on Fair Housing. Both workshops, dated November 9, 2018 and April 17, 2019, were specifically aimed towards landlords.

The City participates in the County of San Diego HOME Consortium, which includes the County of San Diego, and five other cities (San Marcos, Vista, Carlsbad, Santee and La Mesa). Members of the consortium meet to plan strategies and coordinate funding. However, with the new HOME rule changes in 2013, the City of Encinitas no longer directly receives annual funding for its HOME Programs. The City continues to participate in the San Diego HOME Consortium during successive qualification periods (FY2018-19 – FY2020-21), which will enable Encinitas residents to utilize the HOME programs administered by San Diego County.

Throughout the duration of the Action Plan, the City will continue to participate in the following regional committees:

- Regional Task Force on the Homeless
- San Diego Regional Alliance For Fair Housing (SDRAFFH)
- Community Development Block Group Administers Meeting
- Alliance for Regional Solutions

The City will continue to maintain partnerships with other local public and private agencies on regional solutions to long-term housing and community development problems. The City will continue to provide technical assistance to developers and community-based organizations that assist the City in the provision of affordable housing and facilities, as these are invaluable partnerships. The City will also encourage coordination and collaboration between non-profit agencies, housing providers and government agencies. Lastly, the City will maintain contact with trade organizations, such as the Building Industry Association (BIA), San Diego Apartment Association (SDAA) and the San Diego Housing Federation. The City will use these partnerships to help achieve the goals and objectives in the FY 2015-20 Consolidated Plan.

The City's Housing Authority is managed by the Advanced Planning and Housing section; therefore, the City CDBG staff can easily coordinate with the Housing Authority to help fulfill the Division's overall housing goals and objectives.

Finally, the City will continue to network and share information with other Housing Authorities through participation in the National Association of Housing and Redevelopment Officials (NAHRO), the Housing Authority Association of Southern California, Southern California Housing Finance Officers Association and the San Diego Regional Housing Authorities.

Identify actions taken to overcome the effects of any impediments identified in the

jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Entitlement Jurisdictions receiving CDBG funding are required to take actions to affirmatively further fair housing. Fair housing is achieved by ensuring that people are not denied access to housing opportunities because of their race, ethnicity, religion, disability, familial status, or other protected class. Entitlement cities report on their efforts to affirmatively further housing choice by completing the Analysis of Impediments to Fair Housing Choice (AI). The AI is a review of impediments or barriers that affect the rights of fair housing choice. The report provides a demographic profile of the County, assesses housing needs of specific income groups, and evaluates housing opportunities available for residents. The AI also analyzes both private market and public sector conditions that may limit or impede access and availability of housing for all segments of the population. While this report assesses the nature and extent of housing discrimination, it also focuses on developing solutions to mitigate or remove such impediments. The City of Encinitas has participated in a regional effort to create the previous two AIs (FY 2010-15 and FY 2005-2010). Encinitas participated in the completion of a regional AI for FY 2015-2020 as one of thirteen jurisdictional members of the San Diego Regional Alliance for Fair Housing (SDRAFFH). The Regional Alliance for Fair Housing is a coalition of fair housing organizations, community based groups, concerned citizens, representatives of the housing industry, and government agencies working toward the goal of affirmatively furthering fair housing. The FY 2015-20 AI was completed and sent to HUD in June 2015. The FY 2020-25 AI work effort was initiated in FY 2019-20 and is anticipated to be completed in May 2020.

The City of Encinitas affirmatively furthers fair housing by contracting for the provision of fair housing services and testing to determine the level of fair housing discrimination in Encinitas. The fair housing services include outreach and education to residents, property managers, lenders, and housing developers, legal assistance or referrals, tenant/landlord mediation, and assistance with filing complaints to HUD. The City's reported progress during FY 2018-19 towards the impediments addressed in the FY 2015-20 AI is included in the Fair Housing Progress Report (Appendix B).

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The overall purpose of the monitoring is to maximize grant performance through identifying efficiencies, developing partnerships with stakeholders, collaboration with various service providers and providing the greatest amount of services to the citizens of Encinitas. All federally funded programs are monitored on a regular basis to ensure compliance with all applicable federal regulations. Monitoring is directed toward the program goals, and financial and regulatory performances. Each organization receiving CDBG grant money is visited, at least, once during the fiscal year by staff. In addition, staff collects quarterly reports and invoices to ensure program goals are on target to ensure the timeliness of expenditures. The primary objectives of these visits, as well as the overall monitoring process are to identify deficiencies and promote corrections in order to improve, reinforce or augment grant recipients' performance. The City also ensures that sub-recipients comply with all regulations related to administrative, financial and programmatic operations including Davis-Bacon prevailing wage regulations, and to ensure sub-recipients achieve their performance objectives within the project schedule and budget.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

For the FY 2018-19 CAPER, the City provided residents and stakeholders with an opportunity to provide written comment during a 30-day review period, August 20, 2019 – September 18, 2019. The public was notified of the public review and comment period through a publication in a local newspaper, on the City's website, and a posting at City Hall. The draft was available on the City's website, City Hall, the Encinitas Branch Library, Cardiff Branch Library, and the Encinitas Community/Senior Center. The City Council approved the FY 2018-19 CAPER at a public meeting on September 18, 2019. Proof of notice publication is provided in Appendix A. No public comments were received.

The City of Encinitas held other public meetings during FY 2018-19, and provided the public with the opportunity to participate through a variety of methods. Appendix A includes a summary of the other citizen participation efforts undertaken during FY 2018-19.

> January 4, 2018: CDBG Applicant workshop: The purpose of the workshop was to provide an overview of the CDBG program, the City's Consolidated Plan, and application process. Seven individuals attended.
>
> March 21, 2018: City Council Public Hearing: The City Council held a public hearing to authorize funding recommendations for CDBG projects and activities for incorporation in the draft FY 2018-19 Action Plan. Residents and stakeholders were notified of the public hearing through a publication in a local newspaper, direct email notification, and posting on the City's Website.
>
> April 18, 2018 City Council Public Hearing: The City Council approved the FY 2018-19 Action Plan. The Action Plan was available for a 30-day public review and comment period. The draft Action Plan was available on the City's website, City Hall, the Encinitas Branch Library, Cardiff Branch Library, and the Encinitas Community/Senior Center.
>
> April 4, 2019: Fair Housing Conference: The City of Encinitas participated in the annual conference held by the San Diego Regional Alliance for Fair Housing in partnership with the San Diego Housing Federation: Fair Housing: Moving Toward An Inclusive Economy.   The daylong conference keynote speaker was Manuel Pastor, Professor, Sociology and American Studies & Ethnicity & Director, USC Program for Environmental and Regional Equity; 165 people attended.
>
> September 18, 2019: City Council Public Meeting: The City Council held a public meeting to approve the Consolidated Annual Performance and Evaluation Report (CAPER).

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

December 14, 2016 and June 7, 2017: CDBG Policies and Procedures. The City revised its CDBG policies and procedures during FY 2017-18. The City Council approved the revised Policies and Procedures on June 7, 2017. The revisions were to establish a public service minimum amount of $5,000, establish application criteria, and incorporate back-up projects in the Annual Action Plan. During FY 2017-18, the City revised and updated its Citizen Participation Plan to reflect updated federal regulations and also include current outreach practices, such as internet and online mediums.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No. The City of Encinitas does not have any Brownfield Economic Development Initiatives.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

The City of Encinitas does not have any Brownfield Economic Development Initiatives.

NOT APPLICABLE FOR ENCINITAS

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	ENCINITAS
Organizational DUNS Number	789638095
EIN/TIN Number	330197843
Identify the Field Office	LOS ANGELES
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name
  Prefix
  First Name
  Middle Name
  Last Name
  Suffix
  Title

ESG Contact Address
  Street Address 1
  Street Address 2
  City
  State
  ZIP Code
  Phone Number
  Extension
  Fax Number
  Email Address

ESG Secondary Contact
  Prefix
  First Name
  Last Name
  Suffix
  Title
  Phone Number
  Extension
  Email Address

2. Reporting Period—All Recipients Complete

Program Year Start Date   07/01/2018
Program Year End Date   06/30/2019

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name
City
State
Zip Code
DUNS Number
Is subrecipient a vistim services provider
Subrecipient Organization Type
ESG Subgrant or Contract Award Amount

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 8 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 9 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 10 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 11 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 12 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 13 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 14 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
Persons with Disabilities:				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

Table 15 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nights available	
Total Number of bed - nights provided	
Capacity Utilization	

Table 16 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Prevention under Emergency Shelter Grants Program			
Subtotal Homelessness Prevention			

Table 17 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Assistance under Emergency Shelter Grants Program			
Subtotal Rapid Re-Housing			

Table 18 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
Subtotal			

Table 19 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2013	**2014**	**2015**
Street Outreach			
HMIS			
Administration			

Table 20 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	**2013**	**2014**	**2015**

Table 21 - Total ESG Funds Expended

11f. Match Source

	2013	**2014**	**2015**
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
Total Match Amount			

Table 22 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	**2013**	**2014**	**2015**

Table 23 - Total Amount of Funds Expended on ESG Activities